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Acting Assistant Director for Operations

9 April 1954

Chief, Foreign Documents Division

FDD Monthly Progress Report - March 1954

ADMINISTRATION

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1. As of 31 March 1954 the total personnel on duty was [REDACTED]

2. A typing course for 19 of the division's exploitation personnel was started by the Office of Training and will continue to 7 May.

3. A request for reorganization to create Western World Branch and eliminate Western Europe and Near East/Africa Branches was forwarded to the Acting Deputy Director (Administration) via OO on 26 March.

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4. [REDACTED] Chief, Specialized Recruiting Branch, Office of Personnel, and [REDACTED] field recruiting officer for the Central States area, were briefed on FDD operations and personnel requirements.

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5. A snack bar for [REDACTED] service, for which FDD initiated the request, was opened on the first floor.

6. A Photostat Instant Copier was added to the division's reproduction equipment to supplement the Autostat.

OPERATIONS

1. The twenty-first and twenty-second meetings of the Subcommittee on Exploitation of Foreign Language Publications were held on 5 and 22 March, respectively. The examination of the exploitation of scientific and technical publications was continued. The next meeting is scheduled for 2 April 1954.

2. The Linguist Consultation Service processed 965 items during the month.

3. Seminars designed to outline to FDD personnel the needs and functions of the various divisions of ORR were held each Tuesday through March.

4. Reference to the Consolidated Translation Survey Index prevented 90 cases of duplication totaling 1,755 pages.

5. Special services rendered:

A 45-minute Hungarian film was reviewed for Graphics Register, OCD at the request of [REDACTED]

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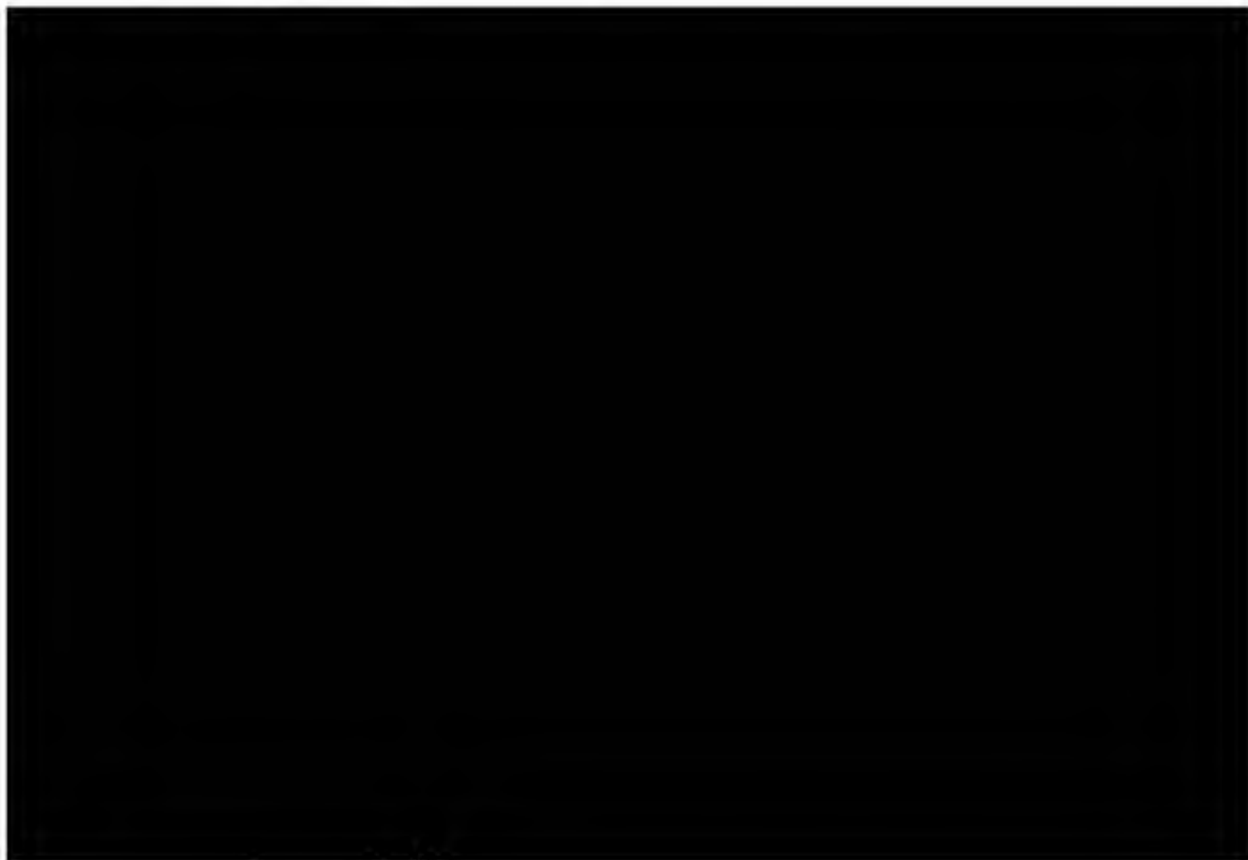
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[REDACTED] FDD interpreted for an ORR interrogation of a Russian-speaking [REDACTED]

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6. Commendations:

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7. Liaison activities:

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regarding FDD's exploitation of "Krasnaya Zvezda" (Red Star) and other Soviet military publications.

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[REDACTED] FDD, conferred with Miss Barbara E. Finke, Biographic Intelligence Division, Office of Libraries and Intelligence Acquisition, State Department, regarding State's use of old

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[REDACTED] FDD, discussed with Mr. Tims, Division of Research Soviet Union and Satellites, State Department, and his staff, problems of mutual interest.

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[REDACTED] FDD, visited Air Technical Intelligence Center, Dayton, upon request to assist ATIC with translation problems. ATIC personnel continued discussion of the problems later in the month at FDD.

8. Significant reports:

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[REDACTED] - Notes on current Soviet scientific and engineering periodicals

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[REDACTED] Iron and steel industry in the GDR

Special No 8 -- Second report on Java - political, economic, and sociological activities

FDD Translation No 331 -- Iron and steel industry of China

FDD Summary No 131 -- GDR heavy-machine building industry

J. J. BAGNALL

Enclosures: 2

Statistical Report on FDD Operations
Details on Personnel Actions